



Down on the Farm

Summer Edition 2026 Newsletter



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Upcoming Events and Activities

Highlighted here are upcoming events at Kinder Farm Park over the next few months. Visit the Friends' 12 Month Calendar on our website to see all the happenings at Kinder Farm Park.

Annual Kinder Farm Park Livestock Show on August 5th

Join us at 6:00 PM on Thursday, August 5, 2026, for the annual Kinder Farm Park Livestock Show. See article on page 5 for details.

Visit the Kinder Farmhouse Museum

The Kinder Family Farmhouse is open on the 2nd Saturday of the month on the following dates from 11:00AM until 3:00 PM

- August 8, 2026
- September 12, 2026
- October 10, 2026

Historical Society docents help guide you through the house to learn about the Kinder family and the farmland that sustained them. There is no charge to tour the farmhouse.

The Nature Connections Book Club at Kinder Farm Park

Enjoy some good summer reads with books about nature and our ever-changing environment. The August nature book discussion group will be held at Kinder Farm Park Visitor Center on Tuesday, August 18th from 2-4 PM (see the flyer on page 11 for details).

We will continue to meet on the second or third Tuesday of each month, here is the information for our September and October book club meetings (all meetings are 2-4 PM).

- September 15, 2026, for the book, *North Woods* by Daniel Mason
- October 20, 2026, for the book, *Lost Trees of Willow Avenue* by Mike Tidwell

If you would like to join us, please RSVP!
Suzanne Leveille and Eileen Foley at
SPnaturebookclub@gmail.com

(Continued on next page)

Upcoming Events...(Cont.)

Pop-up Hayrides

Come join us for a hayride through the wooded trails at Kinder Farm Park on the following dates:

- Saturday, August 22, 2026
- Saturday, September 19, 2026

The cost is \$5.00 per person and children 3 and under are free. The first hayride departs from the front of the Visitors Center around 10:00 AM and continues about every half-hour, with the last ride departing around 12:30 PM (see flyer on page 13).

Friends of Kinder Farm Park Meetings

All members and interested nonmembers are welcome to attend the monthly meetings to find out more about what the Friends are working on, contribute to the discussions and learn how you can help. Generally the meetings are held at the Visitors' Center, in the Harvest Hall every 2nd Wednesday of the month at 6:30 PM. Here are the dates for the next 3 months:

- August 12, 2026
- September 16, 2026
- October 14, 2026

Speaker's Series: Building Caring Connections with Nature

Join us on Sunday September 13, 2026, at 2:00 PM at the Visitors Center Harvest Hall as Ranger Jessica Furr discusses how all park visitors can help and care for our wildlife. The cost is \$3.00 for nonmembers and is free to Friends of Kinder Farm Park, for details see the flyer on page 15.

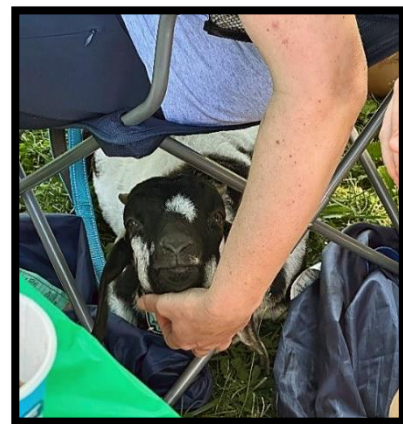
Meet The Kids – May 30, 2026

By Alyssa Stoffel, Vice President, Kinder Farm Park Board of Directors

Late spring brought a gorgeous day for the Farm Livestock Education Program (FLEP) and Kinder Farm Park 4-H Club to host our annual Meet the Kids event. The warm, sunny Saturday gave us the perfect chance to welcome the public, along with family and friends, to meet our animals, learn about our programs, explore the park, and understand the importance of agriculture.

Highlights included a honey and bee demo from Richard Plant, snowballs from Melvo, baked goods from The Sweetest Hart, face painting, 3D printed creations, and goat milk soap—all made by kids in FLEP and 4-H. The farm buzzed with games, crafts, animal-themed educational posters created by our kids, photo-ops, and a great Park Ranger information station. Guests loved meeting the animals—especially the new babies—taking the ever-popular hayride, and enjoying everything the day had to offer.

Looking back, I feel so grateful to be part of Kinder Farm Park through FLEP and to represent our amazing volunteers on the Board of Directors. My deepest thanks go to our patrons, volunteers, Rangers, and supporters for making the 2026 Meet the Kids event such a success, and for helping make Kinder Farm Park a place we all cherish.



(Continued on next page)

Meet The Kids...(Cont.)



A gaggle of Canadian geese taking a stroll

New South Pasture Animal Shelter

By Kirk Platt, Co-Lead of the Kinder Woodshop

Building the new animal shelter in the South pasture was a journey that went through many revisions before anyone agreed on final designs. Drawings were created, and a bill of materials was developed to obtain pricing.

The Friends of Kinder Farm Park Board agreed to fund \$1,600 for the shelter. Additional supply costs were offset by Home Depot Pro Desk discounts, and a corporate donation from Home Depot Atlanta.



The Kinder Woodshop also provided additional materials. Once purchased the materials were delivered to Kinder Park in a woodshop person's truck, pictured here.

It took the combined manpower from both the Wednesday and Saturday Woodshop crews, working around the spring rains, to complete the site preparation and building foundation. This shelter is located between two fields. The walls were framed at the Woodshop and transported to the new shelter site by the Sawmill's tractor.



Once the wall framing was installed on the squared foundation, T-111 siding was added to the building frame, and the roof rafters were set in place.



Roof sheathing and shingles were then installed.

The building was painted red, and white trim was installed. Final details included wall bumpers and a gate that can be used at either end of the shelter, allowing animals from either field to access the shelter.

(Continued on next page)

New...Animal Shelter (Cont.)

The Kinder Farm Park Woodshop is an all-volunteer club within the Friends of Kinder Farm Park. All volunteers over 18 years of age are welcome. The Woodshop operates on Wednesday and Saturday mornings (9:00 AM until Noon). Our mission is to provide support for the Park and other Friends of Kinder Farm Park clubs.



Grand Champion ribbons! A great way to welcome Summer!

Working with their animals at S.M.I.L.E.



Southern Maryland Invitational Livestock Expo – S.M.I.L.E.

By Alyssa Stoffel, Vice President Kinder Farm Park Board of Directors

In late June (June 26-28), a group of Kinder Farm Park 4-H and Farm Livestock Education Program (FLEP) youth braved the heat and traveled to Leonardtown, Maryland to participate in the Southern Maryland Invitational Livestock Expo (S.M.I.L.E.). The children work with their project animals throughout the year and any opportunity to showcase their hard work and the animals is welcome! The S.M.I.L.E. show is favored among local livestock shows and offers an annual weekend of learning and comradery.

We are proud to share that all of our participants and their animals including dairy goats, market goats, sheep, and rabbits brought home awards including several Reserve Grand Champion and



(Continued on next page)

...S.M.I.L.E. (Cont.)

Enjoying their ribbons at S.M.I.L.E.



Annual Livestock Show at Kinder Farm Park

By Ruth, Friends of Kinder Farm Park President and Farm and Livestock Education Program Director



Join us at 6:00 PM on Thursday, August 5, 2026, for the annual Livestock Show on the lawn area in front of the Kinder Family Farmhouse Museum. In preparation members of both the 4H Livestock Club and Farm Livestock and Education Program (FLEP) have participated in instruction to prepare and show in the livestock show. Come and see how they do!

Farm Animal Birth Announcements

By Denise Monahan, 4H Livestock Club adult leader

The following are the farm animal births since the spring edition of this newsletter:

Honey Lamb, one of the wool sheep, gave birth to large boy on April 20. Mom and baby are doing great!



(Continued on next page)

...Birth Announcements (Cont.)

Astrid, one of the small dairy goats, gave birth to twin girls on May 2. Mom and babies are all doing great!



From Sheep to Shawl

By Barb Buchleitner, Friends of Kinder Farm Park member

What is fleece? Every spring the sheep at Kinder Farm Park get sheared. The wool from this haircut is called a fleece which at the hands of an experienced shearer is shaved in one large piece called a fleece. Many of the sheep at Kinder have fleece that has short hair that is not usable for yarn and discarded. Others, however, have fleece that have longer fiber that is perfect for making yarn.

As a lifelong knitter and volunteer at Kinder, I was very curious about the entire process of making yarn. I talked to my fellow knitters from the “Black Eyed Susan Knitters,” and they were also curious so when asked, volunteered to help and learn more about the process.

I obtained 2 fleece at the annual shearing and started researching. The first step is called *SKIRTING*. This is where you take the fleece, lay it

flat on a board or table to remove impurities. Impurities consist of straw, dirt, short fibers, matted wool and other organic materials.

With the help of a YouTube tutorial, we learned the basic technique and set to work. This process is called skirting because you start at the edges and remove the short, matted fiber near the feet, neck and back area; then proceed to the center removing straw, dirt and other impurities. Then you flip the fleece over and repeat the process on the underside.

On this side you remove the small, matted balls. With 8 of us working, it took about an hour to skirt the fleece and bundle it up for the next steps in the process.



Briefly, the next steps are *WASHING* the fleece in very hot water, agitating the fiber to remove more impurities and the lanolin. If processed commercially, the lanolin is used in making cosmetics. After washing, it is rinsed and placed in a centrifuge to remove most of the water. Then it is *CARDED* to get all the fibers going in the same direction. After carding the fiber is ready to *SPIN* into yarn. This is accomplished by twisting the fibers together. The thickness of the yarn can be controlled by the amount of fiber is used or placed together.



Left to right Maggy Cullman, Karen Haghighi, Barb Buchleitner, Mary Clawson, Chris Hopkins, Pat Deal, Bea Superczynski and Ranger Jess Furr.

Apprentice Garden, Summer 2026

By Janet Clauson, Apprentice Garden Co-Chair with Kristin Silva, Master Gardeners

The Apprentice Garden at Kinder Farm Park, organized by the University of Maryland Extension Master Gardeners, occupies two community garden plots and is dedicated to teaching families with children how to grow their own organic produce. Each family has a personal garden space for planting vegetables of their choice, while common areas are shared by all. From April through September, Master Gardeners and families meet every Wednesday at 6:30 PM to plan, plant, weed, water, manage pests, learn, and harvest a variety of garden-grown vegetables, fruits, and herbs.

Each season, low-till gardening methods are used, with no pesticides, insecticides, or herbicides applied. Leaf-gro is added at planting, and organic fertilizer is applied monthly. A few weeks back, the walkways were covered with newspaper topped with straw to keep weeds at bay. Extra straw is added as needed to cover any exposed newspaper, helping to minimize weed growth for the rest of the year.



In April, planting began in the common spaces with cool-weather crops like potatoes, lettuces, greens, and herbs. Families added their own selections to personal plots measuring 8 feet by 42 feet, including lettuces, kale, Swiss chard, peapods, and seeds for radishes,

beets, and carrots. By late May, the garden saw tomatoes, peppers, basil, string beans, and

cucumbers added. Flowers in the garden, as well as in the native garden outside the gates and along the fence line—such as grey goldenrod, milkweed, swamp milkweed, native hibiscus, native yarrow, and black-eyed and brown-eyed Susans—will help attract pollinators to the garden.

Our Three Sisters plantings were such a hit last year that we decided to expand and put in six mounds this season. This traditional Indigenous planting method starts with corn seeds, followed by beans and summer squash once the corn reaches about six inches tall. The bean vines are already twining up the corn stalks, and the squash plants are beginning to spread out, shading the corn roots from the sun.



Potatoes grown in both a large bucket and directly in the ground thrived, and the children had fun digging through the soil to uncover them.

The Mediterranean herb garden is thriving, producing plenty of sage, rosemary, chives, thyme, and lavender, all harvested weekly for the gardeners' meals. Fennel has popped up in several planting spots and is cut for cooking, while mint grows in separate pots to keep it contained and provide fresh sprigs for dishes and flavorful drinks. In June and July, families and volunteers care for the gardens,

weeding, watering, and harvesting each week, while applying organic fertilizer once a month. Early summer brought bunches of radishes, beets, and carrots harvested by the families. Peapods,



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Apprentice Garden...(Cont.)

string beans, vibrant kale, and chard were also gathered during this time, and now we're eagerly awaiting the wave of ripening tomatoes, cucumbers, and peppers – all while watching the Three Sisters grow to maturity.

Feel free to drop by the Apprentice Garden any Wednesday evening and bring along your questions. For more information about the Apprentice Garden, or if you are interested in participating in the program, please contact Janet Clauson.

The University of Maryland Extension programs are open to all citizens without regard to race, color, gender, disability, religion, age, sexual orientation, marital or parental status, or national origin. The Apprentice Garden project meets from April through September, every Wednesday at 6:30pm at the community gardens at Kinder Farm Park in Millersville.

Co-chaired by Janet Clauson and Kristin Silva
janetclauson301@gmail.com
ka_silva@verizon.net

At the Sawmill

By The Sawmill Crew

What an eventful Spring at the Sawmill!

As mentioned in our last newsletter, we recently installed a concrete pad for the engine and added gravel to keep water from pooling around the sawmill. After completing the pad for the engine and drivetrain and reassembling all the saw's equipment, we received more board orders than ever for projects throughout Kinder Farm Park. In just a few weeks, we filled orders totaling over 400 boards—our highest output in such a short time.

Around the park, you can spot some of these freshly cut boards at the Cow Barn pasture, side pasture fence, and as protectors for young trees.

Over the past few months, we've also confirmed something we anticipated: the sawmill needs a new engine. For decades, a 1940s Minneapolis Moline 605 HEB engine has powered the sawmill reliably, but it no longer has the horsepower needed to keep up with demand.



For a sawmill's saw to run properly, a specialist known as a sawsmith or hammersmith (also called a "saw doctor") sets the blade's tension by hammering it, a process called tensioning or benching. This ensures the blade is adjusted to operate at a set RPM (revolutions per minute).

Factors like a log's thickness, hardness, and other characteristics determine whether the saw cuts easily or with difficulty. To help maintain performance, the engine's governor automatically adjusts fuel intake to keep the RPM steady—much like cruise control in a car, which works harder uphill and eases off downhill while holding a constant speed. If the engine can't maintain the correct RPM, the blade's performance suffers, leading to uneven cuts—a major problem in the sawmill industry.

Our Minnesota Moline engine can no longer sustain the necessary speed, and since the manufacturer no longer exists, finding replacement parts is nearly impossible. That means it's time for a new engine to keep logs moving through the mill for KFP.

After extensive research, the sawmill volunteers presented several viable options to the FoKFP Board of Directors, who approved the purchase of a fully rebuilt Detroit Diesel 471 to replace the Minnesota Moline. Installation will take place in late summer and early fall, so stop by and watch this exciting upgrade in action.



(Continued on next page)

At the Sawmill (Cont.)



To wrap up our newsletter, we'd like to recognize Ranger Jessica Furr. With over 20 years of Recreation and Parks experience across various counties and National Parks, she's spent the past 6+ years bringing her expertise to Kinder Farm Park. Her dedication, kindness, and passion truly make the park come alive, whether you're working alongside her or enjoying one of her engaging presentations.

The sawmill has been fortunate to work closely with her, and we're proud to honor Ranger Jessica Furr as an Honorary Sawyer.

Guess What This Is?



Here is a hint: You can find this particular one in the kitchen of the Kinder Family Farmhouse at Kinder Farmhouse Museum. It is a hand-held kitchen tool that opens a disk-shaped spring when the handle is squeezed.

Come visit the Kinder Family Farmhouse Museum on the second Saturday of the month between 11:00 AM and 3:00 PM and find out what the handy little utensil is. Also tour the house and let our docents tell you about the Kinder family that called the park their home.

Farmhouse Volunteers Needed

Farmhouse Greeters

Are you interested in history? Do you like to interact with people?

Kinder Farm Park needs tour guides for the Kinder Family Farmhouse Museum. It's open on the 2nd Saturday of each month from 11:00 AM until 3:00 PM. You can volunteer to welcome guests from 11:00 AM – 1:00 PM and/or 1:00 – 3:00 PM.

If interested, let's meet to discuss duties and Kinder family history, email historical@kinderfarmpark.org.

Farmhouse Gardener

Wanted someone to care for a very small garden alongside the Kinder Family Farmhouse Museum, front porch and sidewalk. If interested email:

historical@kinderfarmpark.org.

*** Animal Group Match ***

Animals	Group
☐ Cats	1. Army
☐ Crows	2. Clowder
☐ Dogs	3. Colony or Fluffle
☐ Frogs	4. Drift or Drove
☐ Geese	5. Gaggle
☐ Horses	6. Murder
☐ Owls	7. Pack
☐ Pigs	8. Parliament
☐ Rabbits	9. Scurry or Dray
☐ Squirrels	10. Team or Harras

Answers on page 21.

Book Club

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Join us for the **Nature Connections Book Club!**

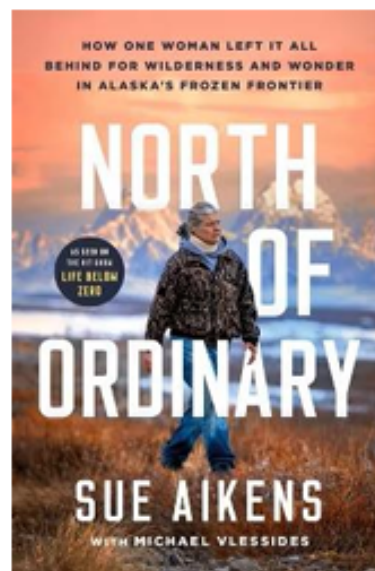
Enjoy summer reading with books about nature and our ever-changing environment!

Next meeting: Tuesday, August 18th, 2-4 PM at Kinder Farm Park Visitor Center

Meetings on the 2nd or 3rd Tuesday of each month.

August's Book: **North of Ordinary, by Sue Aikens**

From the Publisher: "In the raw, untamed wilds of Alaska—where the wind howls, predators hunt, and the sun disappears for months—only a rare few figure out how to survive. Sue Aikens, the breakout star of National Geographic's long-running TV show, *Life Below Zero*, is one of them. At her remote outpost 200 miles north of the Arctic Circle, she weathers more than just brutal winters and hungry bears. Sue battles isolation, injury, and the ghosts of a turbulent past, forging a life in a place most people wouldn't last a day."



If you plan to attend, you may RSVP at email address:
SPnaturebookclub@gmail.com

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JOIN US FOR A HAYRIDE

On the following Saturdays:

August 22, 2026

September 19, 2026

\$5/person (cash preferred)

**Children age 3 and under
are free**



- **Ticket sales for the hayrides will be in front of the Visitors Center.**
- **Hayrides start every half-hour from 10:00 AM, with the last hayride around 12:30 PM.**
- **Friends of Kinder Farm Park members may use their free hayride tickets.**

Gate Fees Still Apply

Sponsored By



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Build Caring Connections with Nature

Sunday, Sept. 13th, 2026, 2:00PM

Visitors Center, Harvest Hall



Photo Courtesy of the Severna Park Voice

The Friends of Kinder Farm Park are excited to announce this upcoming Speaker Program featuring Park Ranger Master Naturalist Jessica Furr on ways to help care and support wildlife. Learn about the project efforts and steps you can take now to restore habits needed to attract and support wildlife.

- Cost: \$3.00 for non-members, free for members and students
- Online registration and payment for the event begins on August 6, 2026, at: <https://events.ticketleap.com/tickets/speaker-series-kinder-farm-park>
- Friends of Kinder Farm Park members and Students register by sending an email to speaker@kinderfarmpark.org.
 - Friends provide your name & the number of people (including you) who will be attending.
 - Students provide name, school, and age

Gate Fees Apply.



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JOIN THE FRIENDS OF

KINDER FARM PARK

for

FALL FUN!

FUN FOR THE WHOLE FAMILY!



OCTOBER 11, 2026
11AM – 2PM
.....
PUMPKINS AND CRAFTS



OCTOBER 17, 2026
12PM – 3PM
.....
SCARECROW MAKING



OCTOBER 24, 2026
11AM – 3PM
.....
TRUNK OR TREAT & COSTUME CONTEST

POP UP HAY RIDES, FARM EDUCATION, CRAFTS, & MORE!

 **PRE-REGISTRATION AVAILABLE AT**
KINDERFARMPARK.ORG

 **TICKETS SOLD AT EVENTS WHILE SUPPLIES LAST**

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The Friends of Kinder Farm Park 2026 Life in the Park Photo Competition



Categories: Fauna, Flora, Landscapes and People

Prizes: **Grand Prize** to best overall entry \$100
1st place in each category a choice of \$50 or an engraved Celebration Wheatfield Brick (a \$100 value)
2nd place in each category a choice of \$25 or an engraved Celebration Admiral Red Brick (a \$75 value)

Deadline: **February 28, 2027**

- Photos must be taken on/or after March 1, 2026, within the boundaries of Kinder Farm Park and reflect aspects of the beauty and/or life in the park
- A panel of judges will select winning photos from each category, and winners will be notified by email or phone
- For competition rules and entry instructions see the back of this flyer

RULES AND ENTRY INSTRUCTIONS

1. The categories for this photo competition are **Flora** (flowers, trees, plants, etc.); **Fauna** (all animals including fishes, birds, insects, etc.); **Landscape**; and **People** in Kinder Farm Park.
2. Photos must be taken within the boundaries of Kinder Farm Park between March 1, 2026, and February 28, 2027.
3. Participants may submit up to a total of four photos in the competition, in any of the categories, either in color or black and white.
 - All photographs must be in digital format (preferably in JPG), although they need not be taken with a digital cameras. Scans are acceptable so long as they meet the requirements of these rules.
 - Cell phone photos are acceptable.
4. This competition is intended to encourage amateur photography; contest entries will not be accepted from professional photographers.
5. All entries must be original work and must not have been previously published. Participants must be the sole owner of copyright in all photos entered and must have obtained permission of any people featured in the entries.
6. **Each entry must be accompanied by the following information:**
 - **The photographer's** (parent/guardian's contact info is acceptable if photographer's name and age are identified):
 - **Name and address**
 - **Telephone number**
 - **Email address**
 - **Photograph title**
 - **A description of where and the date the photo was taken**
 - **The category in which each photograph is being entered (only one category per photo)**
 - **Notes:**
 - Entries will be returned if they lack any of the above requested information.
 - Personal details will only be used for the purpose of administering the competition and will not be published or provided to any third party without your permission.
7. Entries must be emailed to **photocontest@kinderfarmpark.org** with the subject line of **"Life in the Park Photo Contest."**
8. **All entries must be received by February 28, 2027.**
9. The Grand Prize-winning photo will not be eligible for additional prizes in the category in which the winning photo was entered.
10. No entries can be returned, and proof of posting is not proof of receipt. The organizers accept no responsibility for entries lost, damaged, or delayed in the post.
11. All entries will be judged by a panel of judges who will select the best photographs in each category. The judges' decision will be final, and no correspondence can be entered into.
12. By entering, participants will be deemed to have agreed to be bound by these rules.
13. By entering the competition, entrants grant the right for The Friends of Kinder Farm Park to display the photographs at Kinder Farm Park; publish and exhibit the submitted photographs in print and on the Friends of Kinder Farm Park website.
14. Prize winners will be invited to attend a Friends Meeting to receive their prizes, if unable to attend, the winners will be asked to pick up their prize at the Visitors Center.

*** Animal Group Match Answers***

Animals	Group
<u>2</u> Cats	1. Army
<u>6</u> Crows	2. Clowder
<u>7</u> Dogs	3. Colony or Fluffle
<u>1</u> Frogs	4. Drift or Drove
<u>5</u> Geese	5. Gaggle
<u>10</u> Horses	6. Murder
<u>8</u> Owls	7. Pack
<u>4</u> Pigs	8. Parliament
<u>3</u> Rabbits	9. Scurry or Dray
<u>9</u> Squirrels	10. Team or Harras

*Thank You to our Silver Level Sponsor
for His Continuing Support*



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www.alexanderanimalhospital.com

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www.universaltitle.com

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410-530-5602

www.longandfoster.com/CarolynBuchleitner.com



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Jaime Watt

Real Estate Advisor

Compass Real Estate

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Office: 410-429-7425

<https://jwhometeam.com/>



Connect with Jaime!



Business Community Support

The Friends of Kinder Farm Park would like to encourage our members and friends to support all the businesses and organizations featured in this publication to show appreciation for the various types of support provided to our organization and Kinder Farm Park.

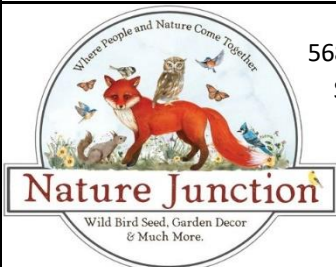
Our Silver and Bronze Sponsors provide continuing support with their donations. The businesses listed below offer a discount on your purchases with your Friends of Kinder Farm Park membership card.



www.parkbooksmd.com
555 Baltimore Annapolis Blvd.
Severna Park, Maryland 21146
410-449-3100

Merchant discount to the Friends of Kinder Farm Park members, 10% discount off on any purchase online via our website at www.parkbooksmd.com, use promo code FRIENDS or, for in-store purchases, members must show valid membership card.

Discount good April 14, 2026 – April 15, 2027.



568 Governor Ritchie Hwy.
Severna Park Plaza
Shopping Plaza
Severna Park,
MD 21146
Phone: 410-647-2453

Website: www.nature-junction.com

Must show your Friends Membership Card here and get 15% off large bags of Bird Seed or 10% off other purchases.

Biggy's Farm and Feed

865 Annapolis Rd.
Gambrills, MD 21064
Phone: 410-923-1120
Visit on Facebook

Must show your Friends Membership Card here and get a 10% discount on most items excluding feed.

Become a Sponsor

There are many ways your business can sponsor the Friends of Kinder Farm Park events and activities. To request an information packet with a Sponsorship application, email:

contact@kinderfarmpark.org

Specify a Subject of "Sponsorship Packet Request" and provide the following information:

- Business Name
- Business Address
- Business Phone
- Contact Name
- Contact Email

Fall 2026 Newsletter Articles

This newsletter is made up of articles about the activities and events at Kinder Farm Park, the following information is provided to people wishing to submit articles for the Fall 2026 edition of *Down on the Farm*:

1st Call for Articles: September 15, 2026

Article Deadline: October 20, 2026

Scheduled to be Published: November 3, 2026

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Articles should be submitted in digital format (preferably Word or plain text) and photos can be submitted as part of a word document or separately in JPEG (jpg) format.

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